



Port Isaac • Trelights • Port Gaverne

MINUTES OF THE FULL COUNCIL MEETING HELD IN ST ENDELLION HALL ON MONDAY, 10th JANUARY 2022 @ 7pm

Minute	AGENDA ITEMS	Action
	Present – Cllr’s Raynor (Chair), Penny (Vice Chair), Cleave, Collings, Dawe, Williams, Thomas, Button, Webster, Kirkman, Ms Jon (C&MS), and County Cllr Mould.	
	Chairman’s Welcome / Public Forum – the Chair opened the meeting and welcomed those present. In the absence of the Clerk, Ms Jon kindly took the Minutes.	
1/2022	Apologies – Cllr. Arnold; Mrs Thompson (Clerk).	
2/2022	Members’ Declarations – a. <i>Pecuniary/Registerable Declarations of Interests</i> – none. b. <i>Non-registerable Interests</i> – none c. <i>Declaration of Gifts</i> – Members were reminded they must declare any gift or hospitality with a value in excess of fifty pounds d. <i>Dispensations</i> – none.	
3/2022	Minutes of Meetings – a. <i>Full Council Meeting</i> – 13 th December 2021 AGREED as a true record.	
4/2022	Outside Organisations and Reports a. <i>Parish Council Chair</i> – Cllr Raynor reported the owner of The Headlands site has a number of proposals for the site he’d wish to show the PC before submitting for planning permission. b. <i>Playing Fields Project Development Working Party</i> – Cllr Button reported that an appointment has been arranged with CARD Architects for Monday 17 th January at the playing field to discuss how to set up the consultation with the public and costs. Cllr Webster was able to confirm Educational Play will be commencing work to install the two new play equipment on 17 th January 2022. Cllr Thomas arrived at this point. c. <i>Cornwall Council</i> — County Councillor Mould explained to Cllr Penny the letter sent by the Educational Welfare Officer to parents regarding school attendance was the normal format. County Cllr Mould read a section of an email from Megan Arnold, CC re: planning applications for Cleardaze and Cliffside. The essence of which	Cllr. Mould

	<p>was that the Heritage Officer was in favour of these planning applications. She advised the Parish Council that it would probably not be wise to challenge these applications citing the NDP as it may be judged purely on the interpretation of the wording and the East Cornwall Planning Committee were likely to agree with the officer's recommendation to approve.</p> <p>County Cllr Mould provided an update re: Wadebridge Leisure Centre. The consultation period is now over. There are four applicants interested in taking over the running of the Centre and negotiations will continue until March 2022.</p> <p>d. <i>Network Panel</i> – the meeting is rescheduled to be held on 20th January.</p> <p>e. <i>Police</i> – previously emailed.</p> <ul style="list-style-type: none"> • <i>Bodmin/Wadebridge Neighbourhood Police Team Newsletter</i> – October 2021. • <i>Police and Crime Commissioner Budget Survey</i> – deadline 9th January 2022. See: https://www.surveymonkey.co.uk/r/KB2FHGZ 	
5/2022	<p>Planning Applications – Members considered the following:</p> <p>a. PA21/12177, Long Cross Hotel Trelights – works to trees subject to a tree preservation order for the removal of one limb on Sycamore trees T1 and T2 and the removal of a small diameter of branches from T4 Beech. NOTE – Members RESOLVED to support this application via email.</p> <p>b. PA21/11710, Westaway Road from Long Cross to The Barton Trelights – conversion of existing barn to holiday let, including small extension to residential curtilage to provide additional parking space.</p> <p>This previously underdeveloped site, a former slaughterhouse, lies outside Trelights settlement boundary and is therefore subject to NDP Policy 1, 3, and CLP Policy 7, Housing in the Open Countryside. Members debated premise of the economic benefit the applicants propose with reference to NDP Policy 10, and found the policy wanting in support. Policy 11 refers to fully catered accommodation, therefore does not apply. The clear separation of the dwelling from it host asserts the proposal as an open market dwelling, subject to NDP Policy 3, Principal Residency. Members unanimously RESOLVED to recommend REFUSAL with reference to NDP Policies 1, 3, and CLP Policy 7.</p> <p>c. PA21/12017, 20 Dolphin Street Port Isaac – Listed Building Consent to replace existing roof slates with existing slate where possible and new slates where necessary - like for like. SUPPORT</p> <p>d. PA21/12407, The Rectory Road From Long Cross To St Endellion Road – works to trees subject to a Tree Preservation Order, works to include: very light pruning of lower branches of T1 Holm Oak (evergreen oak); light pruning to overhanging branches of T6 Mature Ash; and light pruning of branches of T1 Holm Oak. SUPPORT.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
6/2022	<p>Other Planning Matters – including any items received after the agenda had been published.</p> <p>a. <i>Social Housing</i> – agenda item was missed.</p> <p>b. <i>Fish Cellars, Pentus Wall, Port Isaac</i> – Cllr. Williams notes usage of one of the cellars for retail purposes. Planning permission would normally be required, however members decided unanimously no further action required at present. Ms Jon to monitor if usage expands.</p>	<p>Cllr. Williams</p> <p>Ms Jon</p>
7/2022	<p>Planning Applications Approved by CC – information only.</p> <p>a. PA21/06286, The White House and Cottage 3 And 3A Roscarrock Hill Port Isaac – Listed Building Consent for re-building of existing stone</p>	

	<p>retaining walls and steps and retrospective consent to retain existing element previously constructed without consent.</p> <p>b. PA21/07472, 3 and 7-9 Middle Street Port Isaac – change of use to retail unit and residential space to guest accommodation. Replacement single-storey rear extension, works to roofs, windows and doors.</p> <p>c. PA21/07473, 3 and 7-9 Middle Street Port Isaac – Listed Building Consent to retail residential space to guest accommodation. Replacement single-storey rear extension, works to roofs, windows and doors.</p> <p>d. PA21/08617, 53A Fore Street Port Isaac – Certificate of Lawful Development for an existing use of 53A Fore Street as a separate unit of residential occupation.</p> <p>e. PA21/09929, Long Cross Hotel Trelights – conversion of existing Love Shack and Vinery into an annexe and existing Stable into Gym/Study. Remove the various C20th extensions and re-ordering with new single-storey extension to form Basement under terrace and rear dining room. Construction of 2No. detached garages with associated landscaping and swimming pool.</p> <p>f. PA21/10132, Waituna 31 Trewetha Lane Port Isaac – formation of a vehicular access and associated works.</p>	
8/2022	<p>Withdrawn Planning Applications – information only.</p> <p>a. PA21/09246, Land S of 2 Overcliff Port Isaac – proposed holiday accommodation unit.</p>	
9/2022	<p>Environmental / Amenity Matters – including the Contract & Maintenance Supervisor Report and any items received after the agenda was issued:</p> <p>a. <i>Public WCs</i> – no updates were given.</p> <p>b. <i>The Main Car Park Ticket Machines</i> –</p> <ol style="list-style-type: none"> i. <u>Ticket machines upgrade</u> - waiting for Flowbird to provide delivery dates for parts. ii. <u>Electric Supply</u> – an appointment is arranged with David Wellington on 12th January with a view to connecting two of the machines to the mains electricity supply. <p>c. <i>Trelights Village Green (TVG)</i> – Cllr Raynor reported that both Malcolm Lee and David Phelp had provided Daniel Sproull (Solicitor) signed reports providing evidence to establish ownership of Trelights village green. This would be added to other information as part of the application to be send to Land Registry. Cllr Dawe was able to give the name of the person who built the wall at the roadside of the area and was asked if he would be able to find out when it was constructed.</p> <p>d. <i>War Memorial</i> – a third article will be published in February 2022 Trio. There were no responses following the previous 2 items.</p> <p>e. <i>Fallen Tree</i> – in Trewetha Lane had been reported to Cornwall Highways.</p> <p>f. <i>C&MS Costs</i> – Cllr. Raynor to set up a meeting of the Working Party.</p> <ul style="list-style-type: none"> • <i>Wage Increase</i> – note the Clerk’s salary to be increased also, if approval is given. A date will be arranged with the Working Party to discuss this proposal and report back to Full Council. • <i>Purchase of PPE</i> – Members agreed to the purchase of a raincoat. 	<p>Cllr. Dawe</p> <p>Cllr. Raynor</p>

	g. <i>Seaweed Farm in Port Isaac Bay</i> – Penmayn Ltd. advised they are consulting local fishermen and the Harbour Commissioners. NOTE – response from Penmayn Ltd. circulated via email 21 st December 2021.	
10/2022	Farmers Market (FM) – Cllr. Button to advise Mr Sproull (solicitor) the licence states that it's the last Sunday of the month – unless otherwise agreed in writing.	
11/2022	<p>Highway Matters –</p> <p>a. <i>Residents Parking</i> – Members received an update regarding:</p> <p>i. <u>Access to decorative gravel area</u> – Cllr Penny estimated approximately eight applicants would be using this scheme and had received forms. Waiting on the returned forms with the necessary permissions and licence before work can begin.</p> <p>NOTE – Cllr. Penny had provided a list of CC's approved contractors.</p> <p>ii. <u>Unused Pavement Outside No.9 Hartland Road + Separate Area</u> – Letters have been sent to the homeowners adjacent to the proposed pavement.</p> <p>b. <i>Hedge, Trewetha</i> – Members were informed the landowner had not given permission to remove the wall; in order to create a safe roadside, footpath between Trewetha and Port Isaac.</p> <p>c. <i>Church Hill Pinch Point</i> – Highways had been informed of the broken bollards. Waiting on a reply. Members AGREED to request Highway to replace as per Ms Jon's research of the specific crushable bollards required and road markings highlighting the pinch point.</p> <p>Cllr Mould left the meeting at this point.</p>	Ms Jon
12/2022	<p>Financial Matters – including any items received after the agenda is issued</p> <p>a. <i>Accounts for Payment</i> – Schedule No.11/2021-22 to a value of £9,048.76 was APPROVED for payment. Cllrs. Cleave and Raynor were authorised to make the payments by BACS. The Clerk to place a copy of the Schedule on the website.</p> <p>b. <i>Bank reconciliation</i> – copy had been circulated and APPROVED.</p> <p>c. <i>2022/23 Budget</i> – Members made the following changes to the draft budget, previously circulated:</p> <ul style="list-style-type: none"> • Income: Catering Concession (kiosk) – reduced to £5k. • Expenditure: Playing Field improvements – reduced to £30k. <p>With these amendments it was RESOLVED to approve the budget. The Clerk to circulate a revised version.</p> <p>It was further RESOLVED the precept would remain unchanged at £28,500 (the Clerk to advise CC).</p> <p>There was a discussion centered on rebalancing income by increasing parking charges in line with other tourist destinations and to have a forecasting budget once a quarter.</p>	<p>Cllrs. Cleave / Raynor Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Ms Jon Clerk</p>
13/2022	<p>Administrative Matters –</p> <p>a. <i>None</i>.</p>	
14/2022	<p>Documentation / Correspondence – not covered elsewhere on the agenda, including any items received after the agenda had been issued</p> <p>a. <i>Empowering Local Communities</i> – this project is to enable targeted capacity building in local councils to deliver long term environmental</p>	

	<p>growth and local nature recovery. Deadline 4th February 2022. See: https://letstalk.cornwall.gov.uk/empowering-local-communities</p> <p>b. <i>Duchy Defibrillators</i> – 2021 annual review, previously emailed.</p> <p>c. Citizens Advice Cornwall – newsletter (circulated via email): https://www.citizensadvicecornwall.org.uk/citizens-winter-2022-newsletter/</p>	
15/2022	<p>Diary Dates – including any dates received after the agenda had been published. Details previously emailed</p> <p>a. <i>Full Council Meeting</i> – 14th February 2022.</p> <p>b. <i>Secondary Council Meeting</i> – TBC.</p> <p>c. <i>Cornwall Community Flood Forum</i> – Flood Warden Taster Training Workshop, Thursday 10th February 2022 from 6-8.30 pm. To book your free space, please visit our Eventbrite booking page at: https://www.eventbrite.co.uk/e/cornwall-community-flood-forum-flood-warden-taster-training-workshop-tickets-228291846057</p>	
16/2022	<p>Information Only / Future Agenda Items –</p> <p>a. None.</p>	
17/2022	<p>Closed Session – in view of the confidential nature of the business about to be transacted, it was RESOLVED that it is advisable in the public interest that the press and public be excluded and they were instructed to withdraw.</p>	
18/2022	<p>Catering Kiosk – Members AGREED that applicants should be asked to provide tenders over £5,000. The cut-off date is 31st January 2022. Ms Jon had prepared a tender pack to be sent to interested parties.</p>	
19/2022	<p>Meeting Closed – 20.43pm.</p>	

Signature: (Cllr. David Raynor)
Parish Council Chair

Date: 14th February 2022